

**Wilbraham Public Library -Board of Trustees - Minutes**  
**January 20, 2015**

**Attendance:** Jim Jurgens, Ray Burk, Gloria Russell, Jean Canosa Albano, Karen Demers

Called to order at 5:36 p.m.

Gloria moved to accept the December minutes with corrections – noting that the library was ineligible for the “historic” component of the CPA funds, and correcting the spelling of Jean. Ray seconded the motion and it passed unanimously.

**Chairman's report -**

Jim commented that the new lighting in the Brooks Room is a big improvement.

**Library director's report -**

- Karen noted some upcoming events – including the PJ drive for the Boston Bruins and Cradles to Crayons organization, and the National Readathon Day.
- Karen met with the Finance committee for the budget presentation. They noted some concern with the any increases beyond the 2%, although Tom Sullivan had approved the submission. Karen noted that there were a few line items that we could review for decreases that would have minimal impact to the public in the area of travel and conferences.
- Capital has not yet scheduled a meeting.
- Jean moved to accept the 2<sup>nd</sup> quarter financial report, subject to audit. Ray seconded the motion and it passed unanimously.
- The behavior policy can be tabled to next month so Jim can review the legal citations.
- Karen noted that Wayne is working on updating the former adult “book nook” section of the website. He just finished making some improvements to the KidSpace section.
- Wayne has a few models of the printer/copier that he is looking at to replace the leased Ricoh machine. He wishes to go with an HP printer as Nate in IT has a service contract for the town that we can piggyback on if necessary.

**Friends report -**

Ray noted that the Friends are all set for the Irish Night and are working on the book sale. John Harrington is also finishing up the details on the spring trip to Hartford to the Mark Twain house and Harriet Beecher Stow house for April 29<sup>th</sup>.

**Building/Renovations -**

- The WPLRIC will be invited to participate in a doodle poll for a Thursday in February for their first meeting.
- The louvers will be installed after it warms up and the snow is melted away from the building for accessibility.

**LIFT**

- There were a few donations that came in for the end of the year. Jim will send acknowledgements for tax purposes.
- Sarah was to work on tweaking the fundraising letter, the group will review in February.

Adjourned at 6:50 p.m.

Respectfully submitted, Karen Demers